



CITY OF FAYETTEVILLE, ARKANSAS

Door to Door Solicitation Permit Application

FOR STAFF USE ONLY

Date Application Submitted: _____

Date Accepted as Complete: _____

Permit # _____

FEE:

Principal Permit: \$40

Individual Solicitor: \$5

Please fill out this form completely, supplying all necessary information and documentation to support your request.
Your application will not be considered complete for review until all necessary information is furnished.

Application:

Principal Applicant (person making request):

Name: _____

Company Name: _____

E-mail: _____

Address: _____

Mobile Phone #: _____ Phone #: _____

Description of products or services involved: _____

Proposed method of operation in the city: _____

List hours of operation for solicitation: _____

Arkansas Sales and Use Tax ID Number: _____

List of all persons who will peddle or solicit in the city on behalf of the principal applicant:

Each individual solicitor must complete the attached permit application and obtain a separate permit in order to conduct business within the city limits.

APPLICANT: I certify under penalty of perjury that the foregoing statements and answers herein made, all data, information, and evidence herewith submitted are in all respects, to the best of my knowledge and belief, true and correct. I understand that submittal of incorrect or false information is grounds for invalidation of application completeness, determination, or approval. I understand that the City might not approve what I am applying for, or might set conditions of approval.

NAME (PRINTED): _____ Date: _____

Signature: _____

Staff Use Only

Administrative Approval:

Approval of this application shall confirm that the information submitted complies with § 116.02 of the Fayetteville Code. The application for a Door to Door Solicitation Permit is hereby approved based on the information provided, so long as all ordinance requirements are met.

Zoning & Development Administrator

Date

Conditions:

Checklist:

Attach the following items to this application:

- ☐ 1. Payment in full of applicable fees for processing the application (\$40 + \$5 for each individual solicitor).
- ☐ 2. Individual solicitor permits for each solicitor that will conduct business within the City of Fayetteville, color photo id, and signed statements under oath.
- ☐ 3. Statewide criminal background check **and** a nationwide crime index/background check, including sex offender registry for each individual solicitor.

OR, for international students or other persons without United States Citizenship and working with a valid visa or other government-issued identification, a copy of the visa or other valid documentation and a nationwide crime index/background check.

Ordinance Criteria:

Please be aware of the following requirements. Non-compliance with these requirements may result in immediate revocation of the Door to Door Solicitation Permit. Refer to §116.02 (Ord. No. 5593 & 5792) for complete information.

- ☐ 1. All door to door solicitors at private residences operating within the City of Fayetteville that do not qualify for an exemption must obtain both a Principal Door to Door Solicitation Permit and Individual Door to Door Solicitation Permits for each individual conducting business within the city limits.
- ☐ 2. Where a “no soliciting/no peddling” sticker or decal is posted upon a private residence, any solicitor or peddler has notice that soliciting or peddling at this address is prohibited by city ordinance.
- ☐ 3. All door to door solicitation permits expire on December 31 of each year.
- ☐ 4. If a principal permit holder maintains a physical address within the city limits, the principal must also comply with the city’s business license requirement.
- ☐ 5. A statewide criminal background check and a nationwide crime index/background check must be provided for each solicitor/peddler that wishes to operate within the city limits at a private residence.
- ☐ 6. It is unlawful to solicit or peddle within the city without having a copy of the ordinance and a copy of the permit issued by the Planning Division on their person, as well as photo identification available.
- ☐ 7. It is unlawful to conduct the activities of a peddler or solicitor and knock on the door, ring a doorbell, or otherwise attempt to gain admittance at a private residence between the hours of 9:00 p.m. and 10:00 a.m.
- ☐ 8. Peddlers/solicitors are required to leave a private residence immediately when requested to do so by a resident, and must otherwise not conduct business in a manner which a reasonable person would find obscene, threatening, intimidating or abusive.
- ☐ 9. It is unlawful to make false or misleading statements about the product or service being sold, including untrue statements of endorsement, or claim to have the endorsement of the city based on the city having issue a permit to that person.
- ☐ 10. A peddler/solicitor must disclose his or her name and the name of the principal whom he represents at the outset of the initial conversation.



Individual Door to Door Solicitor Permit

Individual Solicitor Name: _____

E-mail: _____

Address: _____

Phone #: _____

Principal Applicant/Company Name: _____

Contact # : _____

(attach color photo identification here)

I, _____ (print the name of individual solicitor), sign under oath that I have not been convicted of a felony or any misdemeanor involving theft, sexual offenses or violence and have not been incarcerated in prison at any time in the last five years. I have provided proof of said statement by way of a criminal background check to the City of Fayetteville in order to obtain a Door to Door Solicitation Permit, which I am required to produce upon request.

Date

(signature of individual solicitor)

Approved by: _____

This permit expires on December 31, 20 _____

Principal Applicant Permit #: _____